CALL TO ORDER/MEETING PLACE
The regular board meeting was held in accordance with Governor Newsom’s Executive Orders N-33-20 and N-25-20 in regard to the COVID-19 virus, which include provisions relating to the Brown Act in regard to local legislative bodies, such as school boards holding meetings via teleconference. One of the stated reasons for issuing these Executive Orders was to, “further efforts to control the spread of the virus and to reduce and minimize the risk of infection.”
Notice was given that the regular meeting of the Las Virgenes Unified School District Board of Education, scheduled for April 7, 2020, would be a teleconference meeting where the members of the Board of Education would attend the meeting via teleconference/video conference. Members of the public were able to observe the meeting using a live online stream and were further able to submit public comments via email.

Board President Lesli Stein called the Board meeting to order at 5:10 PM at the Las Virgenes Unified School District, 4111 Las Virgenes Road, Calabasas, CA.

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence participated via video-conference
Linda Menges participated via video-teleconference
Lesli Stein
Mathy Wasserman participated via video-teleconference

BOARD MEMBERS ABSENT
None

BOARD OF EDUCATION DISCUSSION REGARDING CALENDARING ASSIGNMENTS AND GENERAL ANNOUNCEMENTS

COMMENTS FROM THE AUDIENCE REGARDING ITEMS ON THE CLOSED SESSION AGENDA
There were no comments from the audience regarding items on the Closed Session Agenda.

ADJOURNMENT TO CLOSED SESSION
The Board adjourned to Closed Session at 5:15 PM

A discussion was held regarding Student Discipline, Public Employee Discipline/Dismissal/Release, Conference with Labor Negotiator - Agency Designated Representative - Dr. Rose Dunn.

CALL TO ORDER/OPEN SESSION
President Stein reconvened the Board meeting at 6:06 PM

BOARD MEMBERS PRESENT
Angela Cutbill
Dallas Lawrence participated via video-conference
Linda Menges participated via video-conference
Lesli Stein
Mathy Wasserman participated via video-conference
Calabasas High School student board member Bella Echols participated via video-conference
Agoura High School student board member Ethan Castillo participated via video-conference

**BOARD MEMBERS ABSENT**
None

**STAFF PRESENT**
Dr. Daniel Stepenosky, Superintendent
Dr. Rose Dunn, Assistant Superintendent of Personnel
Karen Kimmel, Assistant Superintendent of Business participated via video-conference
Dr. Clara Finneran, Assistant Superintendent of Education participated via video-conference
Robbie Amodio, Director of Classified Personnel participated via video-conference
Ryan Gleason, Director of Education and Leadership
Steve Scifres, Director of Curriculum and Athletics
Jim Klein, Chief Technology Officer
Angie Falk, Director of Pupil Services participated via video-conference

**STAFF ABSENT**
None

**PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was led by Board Secretary, Linda Babaian.

**REPORT OUT OF CLOSED SESSION**
President Stein reported that the Board of Education took no specific action in Closed Session.

**APPROVAL OF AGENDA**
On motion of Ms. Cutbill, seconded by Ms. Menges, the Board of Education approved the agenda of April 7, 2020.
Board Motion Carried 5:0 as follows:
- **AYES:** Board members Cutbill, Lawrence, Menges, Stein, and Wasserman
- **NAYES:** None

Student Preferential Vote Carried 1:0 as follows:
- **AYES:** Student board member Echols

**APPROVAL OF MINUTES**
On motion of Ms. Wasserman, seconded by Mr. Lawrence, the Board of Education approved the Regular Board Meeting minutes of March 24, 2020.
Board Motion Carried 5:0 as follows:
- **AYES:** Board members Cutbill, Lawrence, Menges, Stein, and Wasserman
- **NAYES:** None

Student Preferential Vote Carried 1:0 as follows:
- **AYES:** Student board member Echols

**STAFF/BOARD COMMUNICATION**
Dr. Stepenosky and Board President Stein thanked LVUSD staff for the amazing work they are doing engaging students in distance learning and expressed their appreciation of all students, parents, and staff for their continued support and patience.

Ms. Cutbill said she did an interview with Pooja Bachani who wrote an article for the Washington Examiner called "As School Goes Virtual What Gets Left Behind" which grouped public school districts into three groups, districts which are using some type of online learning platform, districts that are not online but have the resources to get there, and districts that are not online and do not have the resources and/or the funding to get there. She said thankfully LVUSD falls within the first group which is using an online learning platform. Ms. Cutbill said she also had an interview with Sean Gill from the University of Washington Center for Reinventing Public Education who are putting together a national database on distance learning and doing a research report which will be shared. Finally, she shared conversations she has had with teachers and students on the importance of connectedness, and she is very proud of the efforts made by LVUSD teachers. She reiterated the
importance of Dr. Dunn's earlier sentiments that we need to have a climate where people feel it is okay to try and make mistakes.

Mr. Lawrence echoed Ms. Cutbill's sentiments. He added that teachers, administrators, and staff are serving as a guiding light for the community during these challenging times. He said he is thankful that the District had invested in technology years in advance and even though we are aware that there is room for improvement during these unprecedented times we should be celebrating our accomplishments and our teachers who are our heroes. He said we need to learn from one another and grow from our mistakes during this new reality. He thanked the entire LVUSD community and emphasized the need to stay safe and committed to one another.

Ms. Wasserman said she has been in communication with author Julie Lythcott-Haims and shared that their discussions have included the importance of being allowed to make mistakes. She said our district embraced school closures early and our remarkable team of teachers have been doing an amazing job with distance learning.

Ms. Menges said she is pleased that the District has put together connected events which have helped bridge the gap for students whose school year ended abruptly.

Ms. Echols said last week the Calabasas High School Associated Student Body (ASB) sponsored a virtual spirit week in an effort to build upon the sense of community. She said activities included Fitness Friday and Music Monday. She said students are making necessary adjustments due to the extension of distance learning.

Ms. Stein said she is very proud of LVUSD teachers, counselors, principals, and staff during these challenging time. She said the Board is so appreciative of everyone's efforts during and want teachers to be assured that they are supported. Ms. Stein said since the last board meeting Governor Newsome closed California schools until June and our employees, parents, and community continue to rise to the challenge. Finally, Ms. Stein said the District was hopeful to have bond Measure V pass in the March election in order to help pay for necessary repairs and offset money from the general fund. She said unfortunately the Measure was short 101 votes and did not pass which is a reminder to the community that every single vote counts. She said the campaign may request a recount of select ballots for possible anomalies that could help pass the Measure.

Dr. Stepenosky thanked the Board for their heartfelt sentiments and said that staff greatly appreciates their support. He said the District closed for two days to organize and was able to swiftly launch online learning. Dr. Stepenosky said as he is speaking with superintendents who are collectively strategizing and sharing information, it is clear that LVUSD is a month ahead of every other school district. He said there is a lot more work ahead and innovative developments such as LVUSD high school students tutoring K-5 elementary students. Finally, Dr. Stepenosky said two big issues that require thoughtful consideration are how the District will approach grading and how to honor our graduating seniors who have had their year abruptly cut short.

**COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA**
There were no comments from the audience regarding items not on the agenda.

**APPROVAL OF CONSENT AGENDA - A**
On motion of Ms. Menges, seconded by Ms. Cutbill, the Board of Education approved Consent Agenda A, Items 1 through 5.

Board Motion Carried 5:0 as follows:
- **AYES:** Board members Cutbill, Lawrence, Menges, Stein, and Wasserman
- **NAYES:** None

Student Preferential Vote Carried 1:0 as follows:
- **AYES:** Student board member Echols

1. Approved Quarterly Report on Williams Uniform Complaints
2. Approved Resolution No. 24-19 - Criteria for Determining the Votes for the November 3, 2020 Governing Board Member Elections
3. Approved Resolution No. 25-19 for Voter Election, November 3, 2020 - Ventura County
4. Approved Resolution No. 26-19 to Order Biennial Governing Board Member Elections, November 3, 2020 - Los Angeles
5. Approved Warrants, as Presented

APPROVAL OF CONSENT AGENDA - B
On motion of Ms. Cutilbill, seconded by Ms. Menges, the Board of Education approved Consent Agenda - B, Items 1 and 2.
Board Motion Carried 5:0 as follows:
   AYES: Board members Cutilbill, Lawrence, Menges, Stein, and Wasserman
   NAYES: None

1. Approved Resolution No. 27-19 - Declaring Salaries Indefinite to Authorize Retroactive Pay Changes
2. Approved the Personnel Document dated April 7, 2020, enumerating employee changes as listed in the attached document

APPROVAL OF ACTION ITEMS
1. The Board of Education tabled approval of Board Policy 6142.4 - Service Learning to the next Board Meeting pending correction of policy language. Due to the COVID-19 pandemic of 2020 the Board intends to approve a reduction of required Service Learning hours from 60 hours to 45 hours for the next four graduating classes beginning with the Class of 2020.

INFORMATION
1. Dr. Stepenskosky provided information on new Board Policy 3516.5 - Emergency Schedules. He said staff has been researching a possible new Board Policy which would give the superintendent some authority in the event of an emergency, considering the District's experience in the past eighteen months with the Woolsey Fire and the global pandemic.

Mr. Lawrence asked for specifics of what is being amended. Dr. Stepenskosky said it will give the superintendent authority to close schools or reduce attendance for safety and security purposes. He said this is a more straightforward policy and will not need to rescind the existing board policy. He said staff is still researching the policy and will provide more information at an upcoming meeting.

2. Ms. Stein read the following LVEA statement from LVEA President, Craig Hochhaus:
   "On behalf of the certificated employees of Las Virgenes Unified School District, I want to thank our students, parents, community members, School Board members, Classified and District employees for your support, passion and patience. This past month was unprecedented and we are doing our best to provide the best possible learning experiences for our students. Over the course of two days (March 16-17), our employees worked collaboratively with their colleagues to completely shift our teaching paradigm to distance learning. This has been a very difficult process; however, our educators met this challenge head-on, providing an interactive learning environment with the goal of providing personal engagement and learning for our students. It's not perfect but we're doing our very best. Our employees were never trained for this but we've pulled together all our collective experiences and resources to help each other create engaging learning for our students. When compared to neighboring districts, we are proud that our educators appear to be far ahead of others in terms of providing quality, digital learning for students. If fact, we hear that other districts are looking at LVUSD schools as models of how to implement distance learning. The community may have noticed that not all distance learning classrooms are the same. Well, not all regular classrooms have ever been the same, especially at different grade levels and school sites. Teaching is an art where individual styles and passions should be embraced for the betterment of our students. Our employees have been inundated with ideas (from the District, CTA, State and educational websites) on how to convert their teaching focus from daily face-to-face classroom interactions to virtual learning. At this point, it seems like most of us have shifted to an efficient model that works for our students. While we eagerly await the return to our classroom settings, we are committed to continue this new process until the end of this school year. For the most part, we ask for NO additional changes from administration and Board so we can finish off this school year in a productive manner.

https://go.boarddocs.com/ca/lvusd/Board.nsf/Private?open&login#
I want to give a special shout-out to our Special Education teachers who have all been asked to complete a monumental task, to continue providing robust services while continuing all IEP requirements. We continue to ask and hope for federal IDEA direction and clarity. Their efforts along with their students have been truly heroic. Our staff agrees with LVUSD Cabinet and the Board majority that providing continued educational learning experiences (with the best possible personal engagement) is what’s best for students. When this is all behind us, we sincerely hope that students, parents and educators will all look back and say that we did our very best for our students”.

Dr. Stepenosky expressed gratitude for the Board’s leadership and support and our flexible and innovative staff and administration. He said the cabinet team has been amazing and he is so appreciative of their hard work. Dr. Stepenosky thanked both LVEA and LVCA leaders Cindy Lunsford and Craig Hochhaus who have been phenomenal partners.

Dr. Stepenosky provided an overview of recent state and local developments stating that the Governor has ordered for all school facilities to remain closed for the duration of the school year. He said the reported COVID-19 cases in California have been manageable given social distancing compliance, however this is a fluid situation, and we need to stay the course.

Dr. Stepenosky stated that LVUSD has donated its Personal Protective Equipment (PPE) supplies to two local hospitals. He shared that our high school seniors are finding alternative ways to share their college commitments and the District is excited to help celebrate their achievements.

Ms. Kimmel said LVUSD has been spearheading the availability of food within our community and providing two meals per student per day while practicing social distancing. She said food distributions will be closed Friday, April 10 but will be available again next week during spring break, open Monday through Friday from 9:00 am to 12:00 pm at A.E. Wright Middle School.

Mr. Lawrence asked how many meals are being served. Ms. Kimmel replied that LVUSD has been serving approximately 700 meals a day, with each student receiving a breakfast and a lunch. She said based on the number of students in the household a parent will be given package meals for two days for LVUSD students age 18 and younger.

Ms. Stein asked if we have seen an increase in the number of families served. Ms. Kimmel said the number of students served has doubled since the first day of distribution. She said the District is accepting donations of fresh home-grown fruits and vegetables which can be dropped off from 9:00 am to 12:00 pm at the AEW Middle School loop.

Dr. Stepenosky added that LVUSD is exploring how to assist neighboring school districts in providing food since we were able to move a lot quicker than other districts.

Mr. Lawrence asked if the District will receive additional funding. Ms. Kimmel replied that LVUSD will be claiming the free meals under the Federal Food Program which will reimburse a portion of the meal costs and that the state funds received for the initial emergency program release will help fund the cost of staff that is preparing the meals.

Ms. Kimmel said with regard to facilities and cleaning, all LVUSD facilities have been disinfected with electrostatic machines. She said the Governor’s requirement that we continue to use our contractors allowed us to create projects for them to deep clean gyms and multi-purpose rooms which would typically be summer projects. Ms. Kimmel said due to Measure V not passing, the District will be limited on the number of repairs it can make, however we are at a crisis point with school site roofs and will get estimates to determine what we can repaired.

Ms. Menges asked if we received the Chlorox machines requested. Ms. Kimmel replied that we own five and had ordered an additional ten which we are still waiting to arrive.

Ms. Stein asked for an update on the "Lupin Hill Project". Ms. Kimmel said we are making progress and accepted the final list of open issues. She said the largest outstanding issue is the front entry stairs which will need to be redone.
Ms. Kimmel said there has been a continuity of payroll, purchasing, and vendor payments. She said we have increased the number of staff who are paid via direct deposit and have been renegotiating agreements with vendors to provide services remotely.

Ms. Kimmel provide an update on the fiscal impact to the District. She said with the loss of funding for the current year which include rental fees, prepaid meals, refunds for unprovided services, have all impacted the District's budget by a loss of $600,000 for the current year. She said the severely damaged economy will also impact LVUSD for the upcoming 2020-2021 school year. She said the state of California relies on personal income taxes and capital gains for the majority of its revenue. She said the state is in a better position than during the Great Recession and has some budget stabilization money which the Governor could apply to schools, but it is not earmarked for schools. She said early indicators lead us to believe we should plan on not receiving any increases to our base funding, special grants or additional funding projected in January 2020. She said an example is that LVUSD was anticipating $1 million of special education equalization funding that is not likely to come to fruition along with the $2 million cost of living increase. She said the impact of the COVID-19 crisis compounded with declining enrollment and heavy pension costs, LVUSD is looking at a possible operation deficit of $14 million.

Ms. Stein asked if the state's May Revision Workshop will take place. Ms. Kimmel said the state is legally required to have a budget and will be revising its entire budget this summer which means LVUSD will be doing a bigger budget revision in the summer before our June meeting.

Ms. Stein thanked Ms. Kimmel for her leadership and stewardship during these difficult times.

Mr. Scifres said it is times like this that the District is so appreciative for the relationship it has with the LVEA. He said negotiations were originally scheduled for March 25 but have been shifted in order to develop a joint communication document for certificated staff. He said the team thoughtfully crafted language to support our teachers and thanked the negotiating teams, principals, and staff for their cooperative work.

Ms. Amodio echoed Mr. Scifres remarks and thanked the LVCA and their president, Cindy Lunsford. She said early on in the pandemic crisis she met with the leadership to discuss what the work would look like going forward. She said their collaboration and flexibility has allowed the District to put forth alternative opportunities for classified staff. She said an FAQ document has been going out weekly for classified staff providing updates and answering questions. She thanked Mr. Gleason, Dr. Duncan, and Ms. Wenter for the programs and activities they have put in place including whole group opportunities such as a weekly book club and a daily morning check-in for staff to stay connected. She said approximately 300 staff log-in daily and have expressed their gratitude for the opportunity. She said we have some very specific opportunities such as literacy training for instructional assistants, Aeries training for clerical staff and custodial staff, a variety of trainings specific for maintenance staff and media coordinators. She said we will continue to move forward with the trainings and will be rolling out peer to peer trainings. She said in a typical work year classified staff does not have a lot of time to take advantage of professional development opportunities and Mr. Gleason and his team have created opportunities for staff to participate in free online classes and group discussions which they can take back into the classroom when school resumes. She said thanks to Ms. Kintz and Ms. Walsh literacy training has been recorded and the training can be provided to new Instructional Assistants. Finally, Ms. Amodio said we have long term substitutes who are working virtually in the capacity they were assigned.

Dr. Dunn restated that we have a fantastic team working on distance learning for students as well as employees. She said LVUSD has really distinguished itself in assuring everyone has purposeful work to do and is benefiting from staff development.

Ms. Stein thanked the staff for their continued creativity and innovative thinking.

Ms. Wasserman said she has heard directly from staff who have expressed to her how much they appreciate the online opportunities.
Mr. Scifres said during social distancing, interview panels consisting of 15 people each participated in online interviews for administrative positions currently available and he announced the following recommendations: Ms. Laura Kintz as Director of Elementary Education, Dr. Jacqueline Duncan as Principal of Bay Laurel Elementary School, and Ms. Sara Exner as Principal of Calabasas High School.

Dr. Finneran said the District expresses their deep gratitude for all staff members for their sense of immediacy and level of response during these unprecedented times. She said the way staff prioritized learning with flexibility and adaptiveness is greatly appreciated. She said the District is considering grading options and the pros and cons of each are being taken into consideration. Dr. Finneran said cabinet, principals, and staff meet frequently during the week. She reported that approximately 92% of PK-12 students are connecting with their teachers, thousands of synchronous sessions have been held with hundreds of positive principal connections and teacher-led activities.

Dr. Stepenosky said LVUSD values student learning and engagement, and we want to reward students for their motivation and efforts. He said we also value student and staff wellness which includes minimizing stress and anxiety. He said we are early in the process of optional grading policies and hope to have recommendations for the Board at the April 28 Board meeting.

Ms. Stein asked what principals are doing to reach out to students who are not connecting. Agoura High School Principal, Dr. McClay said both Agoura High School and Calabasas High School have systems in place to monitor students' participation.

The Board discussed factors which led other districts to change their grading policies, the complexities of LVUSD making or not making changes, and the process involved for LVUSD to possibly make grading policy changes.

Mr. Klein reported that more than 360 laptops have been checked out as of April 7 and the Technology Department has received more than 1,500 calls, emails, and texts requesting support. He thanked his team for the swift implementation and assistance provided to our school community.

District Media Coordinator Tina Johnson provided an update on the library/media resources being used. She said the District has curated a website with content for teachers and parents to maximize the use of tools which include weekly TED Talks. She thanked the City of Calabasas Library for their partnership in providing students access to their online resources.

Ms. Wasserman added that it is important that we vet and filter the vast amount of resources available to determine their usability, relevance, and appropriateness for our students, parents, and teachers.

Principals Ms. Kintz and Ms. Logan provided an update on distance learning from the elementary perspective. They expressed their appreciation of the District and Board's support and said they are proud of the timing, expedited planning of quality instruction by teachers, the Technology Department's quick response in distributing devices and offering support, the collaborative systems among the elementary school principals and teachers, and the immediate communication and connectedness.

Ms. Falk provided an update on the work of Designated Instruction and Services (DIS) staff and adaptive PE lessons provided to special education students. She said 98% of special education students are receiving services via their Individualized Education Plan (IEP) and are participating in distance learning. She said the Pupil Services Department is averaging approximately 21 minutes per Specialized Academic Instruction (SAI).

Mr. Gleason provide an update on Advanced Placement Testing. He said it will be a shortened open book exam which will be less stressful for many students. He said many institutions are dropping the SAT/ACT requirement and given the status of social distancing in the future, SAT/ACT testing should resume in June 2020. He said the District has been connecting high school students with elementary students to aid building relationships and tutoring. He said 500 sessions have been scheduled since
the launch of the program a couple days ago and we are preparing to make online tutoring available to middle school and high school students very soon. Mr. Gleason added this is a model we may want to continue beyond this crisis with social distancing. He said in addition to providing tutoring, the program provides great peer to peer support and it has received overwhelming positive responses. Mr. Gleason said every day at 3:00 pm the District offers a 20-minute staff wellness class. He said the District also offers virtual counseling and provides free resources. He said information can be found at community360.me web page.

Dr. Stepenosky said we have accomplished a lot in a very short period of time and there is a lot more work to be done. He said staff is exploring options for graduation, year-end activities, and online summer school for general education students.

The Board acknowledges that this is a fluid situation and is appreciative of the amazing team we have at LVUSD. The Board recognizes the broad and quick planning efforts to find the best solutions during these difficult times. They thanked the community for their flexibility, patience, and kindness.

**ADJOURNMENT**

The meeting was adjourned at 8:30 PM.

[Signature]

Date Approved

President, Board of Education